

Lanikai Elementary PCS Minutes of Board Meeting, November 14, 2007

Board Members present:

Zac Stankovitz, Chair
Kathleen Thomas
David Saucedo, Principal
Mona Gardella, Vice Chair
Kristin Garcia
Roni Wilkie
Joyce Schwendimann
Mari Ligsay
Paul Vierling
Phil Whitesell

Board absent:

Tehani Ebalei
Louis Saint Cyr
Darraghlynn Lee

Community/Staff present:

Jennifer Stogner
Cj Baehr

Guest Speaker:

Michael Moody

Call to order by Vice-Chair: 6:32 p.m.

Approval of October Minutes: Get from Mona

October minutes approved as amended

Community Input: None

Comments from Board Chairperson:

- Senator Norman Sakamoto has notified charter schools of a hearing on charter school issues that will be held for the House and Senate Education Committees on Thursday, November 29, at 2:00 p.m. in Room 225. Though this is an excellent opportunity for charter schools to bring concerns to the attention of the committee for discussion, concerns brought by individual schools will not be heard at this time. Discussion will focus on broader issues and will be led by Maunalei Love, CSAO Exec. Dir.
- Thanks go to April Taylor for her presentation to the Board at the mini-retreat on October 16 regarding a variety of approaches to support for particularly gifted and talented students – and all students. We will use that information as we move forward in our planning.
- Board members should please write their brief bios and submit them to Zac on the form he distributed. He will enter the information into the format he is using for posting on the web. He intends using the same for PTA officers and members of all Board committees. He will include pictures.
- Apologies that the agenda was not posted by the required seven days in advance of the meeting. In the future he will get the agenda to the Board Secretary who will post it seven days before the meeting. Board members are encouraged to check the agenda on the web site as they prepare for the meeting.
- Requested that all committee reports be written and submitted to the Secretary seven days before the meeting so that she can email them to board members.

Guest Presentation:

Michael Moody, President of Insight Education Group, Inc. in Los Angeles, is coaching our classroom teachers as they develop skills, in his words, “to examine state content standards, align authentic assessment [to those standards], and implement differentiated instructional strategies.” Mr. Moody reviewed and explained accomplishments over SY 2006-2007 and so far this year. Board members on the school staff commented on the powerful effect this approach is having on classroom instruction as it helps teachers “unpack” and prioritize content standards and use assessments aligned to those standards as a powerful instructional tool.

Break for photos for Bios**Student Council Report:**

No members or adult support attending, no written report. The Chair suggested that the Student Council organize a community service project for the whole school. Cleanup of the beach and park in the area of the school was suggested and will be communicated to GinGin Sleight, Student Activities Coordinator.

Interim Principal Report:

- Student Progress: Noted that students seem to be responding to both Quantum and Insight strategies, but that hard assessment-based evidence will not be immediately available. It takes several years for new, deep strategies to settle in and become pervasive enough to dramatically affect outcomes. These programs are not quick fixes.
- Professional Development: Expressed great pleasure with the application of Insight’s Strategic Design in classrooms. Commented on the blending of Insight with Quantum Learning. Encouraged by teachers’ adoption of Quantum ideas and tools in the classroom and the desire for continued QL training. Introduced idea of site license purchase for QL so QL can more economically be shared with other charters. Has begun discussion with CSAO and QL. (P, Vierling strongly supports idea of involving CSAO in financing such a project.)
- Enrollment: 314 as of today. Letters of application for 1st grade have already arrived from parents of several children who applied for GE slots in kindergarten this year but were not successful.
- Parent Involvement: Congratulated all on success and very safe and positive affect of projects so far (spaghetti dinners and Fun Fair). Noted that a parent meeting is scheduled for tomorrow morning. The agenda includes information about the possibility of a full-service kitchen in the cafeteria for next year. The company that offers the food service/kitchen program also provides after school enrichment programs for some schools. Details and effect on other facilities plans forthcoming.
- Solutions for budget shortfall :
 1. Reduction in hours of all non-contracted PTTs – This move, already in effect, affected only three PTTs with a positive budget impact of \$36,000. A question was raised about whether this cut-back impacts services to a SPED student. Members briefly discussed provision of 1-on-1 for a student whose initial IEP did not require 1-on-1. The item was added at the request of the parents.
 2. Monitoring and restricting spending in categories like photocopies, technology spending, professional development, art supplies, and utilities. Discussion of the

- reduction of art and technology expenses revealed the belief that those two categories are significant reflections of the values and interests of the Lanikai community and are part of the reason we experience such GE interest. Expenses for these activities might well be supported by the community and/or by specific grants. Kathleen Thomas and others will follow up.
3. Negotiating a 3-year lease-purchase (\$2600/month) in lieu of straight purchase for the new classroom portable that is currently in storage with Hawaii Modular. This would yield a positive cash-flow impact of \$75,000. This recommendation was tabled pending more information being collected and presented in one package regarding all immediate and longer-term facilities needs and options.

Finance Committee Report:

- David Saucedo presented a new format. The new format reflects spending and/or overspending in monthly increments but not the against the annual budgeted amount. Kathleen Thomas requested that a column be added to reflect the balance against the annual budgeted amount in each category. The members discussed how the accumulation of data shown on this format will over time build a powerful tool for evaluation of budgets and expenditures.
- Information about classroom financial resources: Each teacher is budgeted \$500 this year from the per/pupil allocation. Additional income is generated by individual classroom projects (bake sales, Fun Fair booths, etc.); these are not reflected in the school budget records.
- We need to fine-tune the process for reimbursements so that planning precedes spending.
- It was also noted that any individuals who have been made responsible for any budgeted amount must be apprised of that fact in order to adequately plan and control expenses.
- A memo will go out to staff regarding the last two items above.

Facilities Committee:

Items were covered in Principal's Report, above.

A question was raised about amounts earmarked for Lanikai School and cited by Rep Waters in his mailing to the community. It is suggested that we use both Waters and Hemmings as we seek funding for the facilities we need to accommodate our student population (Squeaky Wheel). Phil Whitesell agreed to follow up with Tommy Waters. He will prepare a draft of a letter to Waters and Hemmings and get it to Zac by the December meeting.

Strategic Planning Committee:

Phil Whitesell, who had been charged by the Board to propose a new statement of school vision and mission based upon ideas expressed at recent Board retreats, proposed the draft that appears on the following page.

After a motion and second to adopt the draft, a motion to amend was defeated, and the new Vision/Mission Statements were adopted as printed below:

LANIKAI ELEMENTARY PUBLIC CHARTER SCHOOL

A Path to Excellence in Learning and Life

The Mission of Lanikai School embodies three closely related goals:

- ✓ **To prepare students to become active, productive and contributing participants in a democratic society;**
- ✓ **To develop responsible, caring, and capable lifelong learners committed to continuous improvement in themselves and their expanding communities.**
- ✓ **To enable students to achieve the Expected Schoolwide Learning Results.**

TO MEET THESE GOALS LANIKAI SCHOOL OFFERS ITS STUDENTS THE FOLLOWING:

AN ENVIRONMENT that is secure and welcoming and that engages children's interest and celebrates their accomplishments.

A CORE CURRICULUM that exceeds state and national standards, is differentiated according to student abilities and interests, is aligned between grade levels and subject areas, and is inclusive of arts, technology, and physical development.

CLASSROOM INSTRUCTION that is student-centered and responsive to each child's needs, and that fosters inquiry, exploration, independent thinking, collaborative effort, and productive reflection on one's own work.

A COMMUNITY in which all participants—children, teachers, staff, parents, and board—are both teachers and learners and are mutually supportive.

TEACHERS, ADMINISTRATORS, AND STAFF who are creative, knowledgeable, focused on the welfare of each child, and appropriately certified.

FACILITIES AND RESOURCES that meet the needs of all students.

Health and Safety Committee:

Mari Ligsay, Chair of the newly formed Health and Safety Committee, listed a number of actions that have been taken this school year that respond to state and federal health and safety guidelines. Among them were the formation of the committee, creation of the Wellness and Nutrition Policy draft to be presented tonight, the visit from the retired tsunami expert who brought information about the vulnerabilities on our campus, fire drills, etc.

Policy Committee:

- Code of Ethics (Policy I-1) - Amended copy was distributed.
- Conflict of Interest (I-3) - draft distributed for members' discussion at December meeting
- Separation of Duties (I-4) - distributed for members' discussion at December meeting
- Non-discrimination (I-5) - distributed for members' discussion at December meeting
- Committees (I-6) - distributed for members' discussion at December meeting.
- Enrollment (III-4) - Draft was emailed to board members only two days before meeting. Too few members had time to read carefully. Draft will be discussed at December meeting.
- *Nutrition and Wellness (VI-4) – Motion to adopt was seconded, adopted unanimously.*

Old Business:

The latest word from the Principal Search Committee is that no applications have been reported to us from the notice that was circulated to DOE schools by the Department. The deadline for application is tomorrow, November 16.

New Business:

- Phil Whitesell requests that we clarify exactly how all SPED services are financed at Lanikai. Several suggestions were made:
 1. we collect all documents from DOE and other sources
 2. possibly invite a speaker from the Department
 3. do our own research
- Members noted the frequent absence of Member Tehani Ebalei. The chairman read aloud ByLaws Section 3.11: Removal of Directors: “At a meeting of directors called for that purpose, any director may be removed with or without cause, by a vote of the majority of the directors then entitled to vote at an election of directors. “ A meeting of directors will be scheduled for December 12, immediately before the December board meeting.

Next Special Meeting: Wednesday, December 12, 6:15 in Lanikai School library

Next Regular Meeting: Wednesday, December 12, 6:30 in Lanikai School library

Move to Adjourn by Kathleen Thomas

Seconded by all.

Meeting adjourned at 10:00 p.m.

Submitted by Cj Baehr 11/20/07